



**Regular Board of Education Meeting Minutes
July 18, 2022 - 6:30 p.m. - Middle/High School Library**

I. Pledge of Allegiance, Call to Order, and Roll Call

The meeting was called to order by President Wayne Vanderploeg at 6:30 p.m.

Board Members Present:

Mike Biel, Barb Braker, Allen Drews, Keith Gundlach, Wayne Vanderploeg

Board Members Absent:

Gary DeVries and Keith Medema

Administrative Team Members Present:

Ryan Cashman, Director of Business Services, Christy Fay, Elementary Principal, Jennifer Kurtz, Middle/High School Principal and Vincent Propson, Activities Director (in at 6:45 p.m.).

Others Present:

Linda Dykstra, Miley Lenz

II. Verification of Meeting Notice

Proof of publication was presented in the form of a Certificate of Proof of Giving Public Notice.

III. Citizens and Delegations

Per the Public Comment policy, members of the public are able to speak for up to three minutes. The Board will take no action on these issues at this meeting and this portion of the meeting shall not exceed 30 minutes.

IV. FCCLA National Convention Student Report

Miley Lenz received a gold rating for her project and enjoyed all aspects and experiences of the trip.

V. Reports - Information Only

A. Administrative Reports

1. Elementary School Principal - Ms. Christy Fay

a) Annual Seclusion and Restraint Report: Numbers were less than average for the 2021-2022 school year.

2. Activities Director - Mr. Vincent Propson

a) Activities Update:

Athletics: Weight training has growing participation with 41 students attending most recently. Football begins August 1; volleyball and cross country begin August 15.

Activities: Miley Lenz represented Randolph School District in San Diego at the FCCLA National Convention and received a gold.

3. Director of Business Services - Mr. Ryan Cashman

a) 2021-2022 Year End Update:

Audit will be occurring next week. Fund 10 ended the fiscal year in the black with \$164,217.47. \$150,000 will be transferred into Fund 46.

b) 2021-2022 Food Service Update:

Fund 50 also ended in the black with \$51,386.99 in Fund 50.

4. WASB – Mr. Mike Biel:

Monthly legal update is scheduled for July 20. There is also a referendum webinar on July 26 that is available.

5. CESA 5 – Mr. Wayne Vanderploeg
Mr. Vanderploeg and Mr. Medema attended the WASB Summer Leadership Institute held in LaCrosse. Nothing further to report for CESA.
6. District Administrator - reported by Mr. Ryan Cashman
 - a) Facilities Update: Cory Smit, Facilities Manager started last week and has been accomplishing many duties. A quote for new goal posts came to \$8,800.
 - b) Haffele/Stiemsma Jersey Update: Project complete with these frames hanging in the hallway leading to the gym.

B. Board Reports

1. Building and Grounds Committee - Mr. Allen Drews:
The committee discussed jersey display, a solar light for the flag pole and the rooftop solar project. The roofing project is complete and the plaques for the Athletic Field will be shipped on July 24. Possible goal post replacement was also discussed.
2. Community Outreach Committee - Mr. Mike Biel:
Committee did not meet.
3. Curriculum Committee - reported by Mr. Al Drews, Ms. Christy Fay and Mr. Wayne Vanderploeg:
Dual Credit and student level courses were discussed. A request was made for updates on the new curriculum, class lists and master schedules from the principals.
4. Employee Relations Committee - Mr. Gary DeVries:
Committee did not meet.
5. Finance Committee - Mr. Keith Gundlach:
Regular monthly items were discussed and are recommended for approval.
6. Personnel Committee – Mr. Wayne Vanderploeg:
Facility Manager and Activities Director positions were reviewed and discussed. New hires and resignations were reviewed. Co-curricular handbook was also discussed.
7. Policy Committee - Mrs. Barb Braker:
Committee did not meet.

VI. Consent Agenda

A motion was made by Keith Gundlach and seconded by Mike Biel to approve the consent agenda. Motion carried.

- A. Approve Minutes from [June 20, 2022 Regular Board Meeting](#)
- B. Review Current Month's [Vouchers](#)
- C. Review Current Month's [Revenue and Expenditure Reports](#)
- D. Review Current Month's [Cash Flow and Investments](#)
- E. Review Current Month's [Activity Fund Report](#)

VII. Action Items - Discussion/Approval

A. Rooftop Solar Project:
Tabled until next meeting.

B. Co-Curricular Employee Handbook

Season ticket prices were discussed, which will increase to \$40 for single, \$60 for couple and \$110 for families. Letter Club name will remain unchanged, and practice times on Wednesday evenings will remain as-is.

A motion was made by Keith Gundlach, seconded by Allen Drews to approve the Co-Curricular Employee Handbook as presented. Motion carried.

C. Bank Account Personnel Changes

A motion was made by Keith Gundlach and seconded by Mike Biel to approve the Bank Account Personnel Changes as follows:

1. Approve the amendment of all interest-bearing savings and checking accounts at Horicon State Bank to remove Mr. Andy Kohn and add Mrs. Jennifer Kurtz where applicable.
2. Approve the amendment of all interest-bearing savings and checking accounts at National Exchange Bank and Trust to remove Mr. Ty Breitlow and add Mr. Brian Zacho where applicable.
3. Approve the amendment of the general interest bearing checking account at National Exchange Bank and Trust to include Mr. Wayne Vanderploeg, Mr. Allen Drews, and Mrs. Barb Braker as signers. Remove Mr. Keith Medema.

D. Review/Approve School VISA Credit Card Holder Changes as Follows:

A motion was made by Allen Drews and seconded by Mike Biel to approve adding Mr. Brian Zacho (\$5,000 limit), Mr. Cory Smit (\$3,000 limit) and Mrs. Jennifer Kurtz: (\$3,000 limit) and removing Mr. Ty Breitlow, Mr. Adam Landowski and Mr. Andy Kohn as school VISA credit card holders. Motion carried.

E. Review/Approve Fund 46 Transfer

A motion was made by Keith Gundlach, seconded by Allen Drews to approve the Fund 46 transfer in the amount of \$150,000. Motion carried.

F. Pursuant to 118.30 (1g)(a) – Annual Academic Standards Adoption

Annually, the board must approve that the curriculum aligns with the Wisconsin standards.
A motion was made by Mike Biel, seconded by Allen Drews to adopt the annual academics standards for the 2022-2023 school year. Motion carried.

G. Annual Seclusion and Restraint Report

A motion was made by Allen Drews, seconded by Keith Gundlach to approve the annual seclusion and restraint report as presented. Motion carried.

H. Recommendations for Hire:

1. Miranda Baugher, High School Special Education Teacher
A motion was made by Barb Braker and seconded by Allen Drews to hire Miranda Baugher as the High School Special Education teacher. Motion carried.
2. Jennie Krohn, High School Cheer/Poms/Dance Coach
A motion was made by Allen Drews and seconded by Mike Biel to hire Jennie Krohn as the High School Cheer/Poms/Dance Coach. Motion carried.
3. Jennifer Kurtz, Middle/High School Principal
A motion was made by Keith Gundlach and seconded by Wayne Vanderploeg to hire Jennifer Kurtz as the Middle/High School Principal. Motion carried.
4. Jacob Mazourek, High School Cross Country Coach
A motion was made by Allen Drews and seconded by Keith Gundlach to hire Jacob Mazourek as the High School Cross Country Coach. Motion carried.
5. Tara Newman, Evening Custodian
A motion was made by Keith Gundlach and seconded by Allen Drews to hire Tara Newman as the Evening Custodian. Motion carried.
6. Aaron Retzlaff, 7th Grade Girls Basketball Coach
A motion was made by Mike Biel and seconded by Allen Drews to hire Aaron Retzlaff as the 7th Grade Girls Basketball Coach. Motion carried.
7. Cory Smit, Facility Manager
A motion was made by Allen Drews and seconded by Keith Gundlach to hire Cory Smit as the Facility Manager. Motion carried.
8. Adam Iverson, High School Forensics Advisor
A motion was made by Allen Drews and seconded by Mike Biel to hire Adam Iverson as the High School Forensics Advisor. Motion carried.

I. Acceptance of Resignation:

1. Ali Salzmann, High School English Language Arts Teacher
A motion was made by Keith Gundlach and seconded by Allen Drews to accept the resignation of Ali Salzmann, High School English Language Arts Teacher. Motion carried.
2. Collin Vander Galien, 8th Grade Boys Basketball Coach
A motion was made by Allen Drews and seconded by Mike Biel to accept the resignation of Collin Vander Galien, 8th Grade Boys Basketball Coach. Motion carried.

VIII. Move to Executive Session Under Wisconsin Statutes 19.85 (1)(c)

Motion by Barb Braker, second by Mike Biel to move to Executive Session under Wisconsin Statutes 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Roll Call:

Yes: Mike Biel, Barb Braker, Allen Drews, Keith Gundlach, Wayne Vanderploeg

No:

Absent: Gary DeVries and Keith Medema

Administrative Team Members Present:

Ryan Cashman, Director of Business Services

Motion carried at 7:40 p.m.

Executive Session Agenda Items Discussed:

- A. Exit Interview – Maddie Kohn, Middle School Volleyball Coach
- B. Contract of Middle/High School Principal

IX. Reconvene to Open Session for Action Items Discussion/Approval

Motion by Mike Biel and seconded by Allen Drews to adjourn Executive Session and reconvene to Open Session. Motion carried.

Open session reconvened at 7:50 p.m.

X. Correspondence

A thank you note from Karen Kercher was shared.

XI. Board Agenda Items for August 2022

- A. Board Photograph
- B. District Employee Handbook

XII. Adjournment

Motion by Keith Gundlach and seconded by Mike Biel to adjourn. Motion carried at 7:51 p.m.

Date

Clerk (Barb Braker)

Board President (Wayne Vanderploeg)